

## Exceptional Circumstances Process and Study Abroad students – 2024/25

When considering the possible outcomes from the submission of exceptional circumstances, it is important to note that Study Abroad students are undertaking degrees at an overseas institution and that the University of Bristol does not determine progression on their home programme or provide an award. Study Abroad students should always be encouraged to speak with their university about their systems of notifying home examination boards of exceptional circumstances experienced during their studies abroad.

### Possible outcomes for Study Abroad students

- The repeal of assessment penalties (those outlined in [Regulations and Code of Practice, 18](#)).
- To notify a School/the Centre for Study Abroad that they were unable to complete assessment due to illness or another cause. Please see [Regulations and Code of Practice, 13.26](#) for further information.
- For Boards to consider awarding credit for the affected unit(s), notwithstanding a fail mark, on the basis of performance in some of the assessments for the units.
- For Boards to consider disregarding an assessment mark on an affected unit and calculating the final unit mark based on performance in other unit assessments, where these assessments have met the unit's intended learning outcomes.

### Prohibited outcomes:

- To request a re-sit and/or deferral of any assessments to the re-sit period in August.
- The resubmission of work that has a pass mark (40+ on UG unit; 50+ on PGT units) in hopes of improving a unit mark.
- To secure alternative assessments. A student who is unable to complete a form of assessment due to disability and requires adjustments should be in contact with Disability Services to discuss a Study Support Plan.
- To request registration on a unit be moved to unassessed. This should be discussed outside of the exceptional circumstances process with both the Centre for Study Abroad and the student's home university.
- Challenging admissions decisions.
- Requesting changes to their programme requirements e.g., distribution of units or non-standard credit-loads.
- To extend the duration of their studies at Bristol or secure a suspension of studies. A voluntary suspension of studies must be discussed with the Centre for Study Abroad and the student's home university in the first instance.

Please contact the Centre for Study Abroad ([cfsa-inbound@bristol.ac.uk](mailto:cfsa-inbound@bristol.ac.uk)) for queries regarding the exceptional circumstances process for Study Abroad students.